

Present: Chair Brett Hunter, Vice Chair Jack Karcz, Members Roger Barham, Jack Downing, Tom O'Brien, Building Inspector Rick Foye, RPC Senior Planner Jenn Rowden, and Recording Secretary Casey Wolfe

Also Present: Mark Woodman, Tim Lavelle, Joel Deblois, Dennis Bombard, and ZBA Alternate Member Josh Yokela

Mr. Karcz opened the meeting at 7:00 pm. Mr. Hunter arrived shortly afterward.

## **I. MINUTES**

Mr. Downing made a motion to approve the minutes of April 5th. Mr. Barham seconded the motion. The motion passed 4-0-0.

## **II. NEW BUSINESS**

### **Preliminary meeting for Mark Woodman at 79 Beede Hill Road (Map 3 Lot 62). Mr. Woodman to discuss construction of two additions to his existing machine shop business**

Mr. Woodman passed out copies of his site plan. He would like to add a small addition for his fork lift and for materializing. His business is a machine shop, which is a permitted use in the district. After this first addition, he would like to construct a larger building. It's possible that this larger building would partially be in the Aquifer Protection District. Ms. Rowden explained that this larger building would need a variance if it will encroach in this district. She recommended that if Mr. Woodman is looking to do the smaller addition as soon as possible, to do this site plan amendment in two separate phases. Mr. Woodman mentioned that he has talked to the Fire Chief about sprinklers in the new building. Mr. Woodman would rather not have the building sprinkled because the equipment in the building is more expensive than the building itself. Ms. Rowden brought up that the square footage of the additions would determine if this would be a minor or major site plan. Mr. Woodman still needs to talk to an engineer to determine location. Ms. Rowden strongly suggested that he should apply for a design review first. This process is non-binding and less costly. Mr. Woodman left at 7:14 pm.

## **II. OTHER BUSINESS**

### **Joel Deblois, who got a conditional approval in January 2017 for a subdivision on Leavitt Road (Map 6 Lot 22), to discuss the surety requirement of the conditionally approved shared driveway**

Mr. Lavelle spoke representing Mr. Deblois as his surveyor. He summarized to the Board that the subdivision got conditional approval in January and now the plans need a final engineering review. Town engineer Dan Tatem still needs the new drainage calculations before he can recommend final approval. Mr. Lavelle wanted to address the confusion about bonding the driveway. Mr. Tatem has communicated that the driveway needs to be bonded and predicted that it will take about \$600 to estimate what the driveway should be bonded for. Ms. Rowden stated that it would be unusual to bond a residential driveway. Once the plans are recorded, the

driveway has to be built to plan. The regulations only require that apron of the driveway, the area that is in the Town Right of Way, needs to be bonded. In this case, that would be the first nine feet. Mr. Karcz mentioned that the issue that Mr. Tatem had was that this driveway requires a large culvert to be built. There was some discussion about how the driveway easement would be recorded and some discussion about who would perform the inspections of the driveway. Mr. Lavelle also asked for another extension. Mr. Barham made a motion that the bonding of the driveway is limited to the portion within the Town Right of Way, the requirements for construction review is subject to agreement between the town engineer and the road agent, that the plan includes an addendum stating that the easement will be executed on transfer of the property, and that the applicant is given a 180 day extension to record the plan. Mr. Karcz seconded this motion. The motion passed 5-0-0. Mr. Barham made a motion to supplement the previous motion: that no building permit will be issued until the driveway within limits of the easement is constructed according to the plan. Mr. Karcz seconded the motion. The motion passed 5-0-0.

#### **ZBA Alternate Member Josh Yokela to discuss proposed changes to the Zoning Ordinance**

Mr. Yokela introduced himself to the Board. He explained that he recently became an alternate on the Zoning Board, however, he is currently speaking as a resident and not as a ZBA member. He felt that a lot of things could be improved in the ordinance. He felt that the main goal of the ordinance is to protect property rights without infringing on neighbor's rights. He was surprised that the Board did not change its sign ordinance this year. He also felt that there were some extremely constrictive issues on the warrant article this year, particularly concerning the accessory dwelling unit ordinance, and was disappointed that it was too late to change the proposed changes at the deliberative session. He did not think that the recent ordinance changes were optimal for the town. There was a discussion about the 800 square foot size limit for accessory dwelling units and about the "variances to this special exception may not be granted" clause. Ms. Rowden explained that the zoning ordinance is supposed to reflect the town's master plan. She offered to sit down and talk with him about the timing process for proposed zoning ordinance changes. She explained that it takes a lot of work to craft a zoning ordinance change, unless it's a very simple change. It is almost impossible to do a major overhaul of zoning quickly and it couldn't be done in a year. Additionally, the master plan would also have to be changed. Mr. Hunter added that it would make sense for Mr. Yokela to sit down with Ms. Rowden to further this discussion. There were some brief discussions about the sign ordinance, the aquifer, and public water and sewer. Mr. Yokela felt that the residents should be more free to do what they want with their land. He left at 8:20 pm.

#### **IV. CIRCUIT RIDER BUSINESS**

##### **Public Hearing to consider acceptance of the proposed Zoning Recodification**

Mr. Hunter opened up the public hearing. Mr. Barham summarized that the proposed zoning recodification only changes how the ordinance appears and that there are no changes to the ordinance proposed. There was no input from the public about this topic. Mr. Barham made a motion to accept the zoning recodification affective May 1<sup>st</sup>. Mr. Karcz seconded the motion.

The motion passed 5-0-0. Mr. Hunter made a motion to close the public hearing. Mr. Downing seconded the motion. The motion passed 5-0-0.

Ms. Wolfe informed the board that the Earth Removal Permit renewal site walks are scheduled for May 2<sup>nd</sup> at 10:00 am.

Ms. Wolfe informed the Board about a Planning Board training that will be on May 11th in Brentwood. Ms. Wolfe, Mr. Downing, and Mr. Karcz will attend.

Mr. Barham summarized to the Board an issue with the access road at Governor's Forest. A manufactured home was built too close to where the access road for the development should be. Additionally, it has been discovered that two manufactured homes that belong to the abutting development sit on the shared lot line. This resulted in the Town imposing a cease and desist order on the development. Owner Mr. Ferwerda will need to apply for a subdivision application to move the lot line, a site plan amendment to change were the easement for the access road will be, and a variance to address the homes being too close to the lot line.

Mr. Karcz made a motion to adjourn the meeting at 8:33 pm. Mr. Downing seconded the motion. The motion passed 5-0-0.

Respectfully Submitted,

Casey Wolfe  
Land Use Administrative Assistant